



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: April 21, 2016

Staff Contact: Vern L. Krahn, Senior Park Planner (vkrahn@carson.org)

Agenda Title: For Possible Action: To accept the Cultural Commission's 2015/16 annual report and approve the Commission's 2016/17 work plan.

Staff Summary: The Cultural Commission is required by Carson City Municipal Code (CCMC) 2.41.060 (7) to submit an annual report and work plan to the Board of Supervisors.

Agenda Action: Formal Action/Motion

Time Requested: 15 Minutes

Proposed Motion

I move to accept the Cultural Commission's 2015/16 annual report and approve the Commission's 2016/17 work plan.

Board's Strategic Goal

Efficient Government

Previous Action

On May 21, 2015 the Board of Supervisors unanimously voted to approve the Cultural Commission's 2014/15 annual report and 2015/16 work plan. The actual motion was: Supervisor Shirk moved to accept the Cultural Commission's 2014/15 Annual Report, and approve the Commission's 2015/16 work plan. Supervisor Abowd seconded the motion, and suggested an amendment to accept the work plan with updates to be provided within a six-month time frame. Supervisor Shirk so amended his motion. Supervisor Abowd continued her second. Mayor Crowell entertained additional discussion and, when none was forthcoming, called for a vote.

Background/Issues & Analysis

The Cultural Commission is required by Carson City Municipal Code (CCMC) 2.41.060 (7) to submit an annual report and work plan to the Board of Supervisors for their review and approval. Please refer to the attached Parks, Recreation, and Open Space Department's memorandum dated April 7, 2016 for the Cultural Commission's 2015/16 annual report and 2016/17 work plan.

Applicable Statute, Code, Policy, Rule or Regulation

CCMC 2.41, Cultural Commission

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number:

Is it currently budgeted? Yes No

Explanation of Fiscal Impact: Not Applicable

Alternatives

- 1) Refer the annual report and work plan back to the Cultural Commission for further consideration.
- 2) Make changes to the annual report and work plan.

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)



CARSON CITY, NEVADA

CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

MEMORANDUM

DATE: April 7, 2016

TO: Board of Supervisors
Prepared for April 21, 2016 Meeting

FROM: Cultural Commission
Vern L. Krahn, Senior Park Planner / Staff Liaison to the
Cultural Commission

SUBJECT: Cultural Commission's 2015/16 Annual Report and 2016/17 Work
Plan

The Cultural Commission is required by Carson City Municipal Code (CCMC) 2.41.060 (7) to submit an annual report and work plan to the Board of Supervisors.

The following is a list of items that the Cultural Commission has worked on from March 2015 to present.

- 1) With the assistance of Ms. Kendall Hardin (Idea Factory), the Commission developed an Arts and Culture Master Plan for Carson City. This plan was adopted by the Board of Supervisors on March 17, 2016.
- 2) For the first time the Commission was given the opportunity to recommend to the Redevelopment Authority funding for arts and culture special events.
- 3) City staff applied for and received a \$4,000 Nevada Arts Council's Circuit Rider Grant to hire Ms. Kendall Hardin to assist the Commission with the development of the Carson City Arts and Culture Master Plan.
- 4) The Commission approved scoring ranges and criteria for changes to the 2017 arts and culture special event grant application.
- 5) In conjunction with the Carson City Visitors Bureau, the Commission received a Nevada Arts Council Jackpot Grant for \$933 to hire Ms. Kendall Hardin to assist with the development of best practices, policies, and procedures to implement the initiatives and programs in the adopted Arts and Culture Master Plan.



- 6) In addition to the above major accomplishments, the Commission addressed the following issues:
 - A. Approved the final graphic designs for street banners as a part of the Carson City Visitors Bureau's "The Experience Starts Here" marketing campaign.
 - B. Stayed engaged with the Downtown Streetscape Project related to incorporating public art into the fabric of the project.
 - C. Supported the Downtown Business Association's efforts on its mural project.
 - D. Received a presentation from the Nevada Department of Transportation on the aesthetic features for the Carson City Freeway Phase 2B-3.
 - E. Received a presentation from Ms. Erica Gallegos on the completion of her Fulstone Wetlands Mural Project.
 - F. Discussed the Arts and Culture Coordinator's proposed job description with Joel Dunn, Carson City Visitors Bureau, Executive Director.

Also, during the past year, the Commission continued to support community arts and culture organizations in the following manner:

- 1) There was an increase in constructive communication between the Commission and the City's staff liaison with the following organizations.
 - A. Carson City Arts and Culture Coalition (CCACC)
 - B. Brewery Arts Center (BAC)
 - C. Capital City Arts Initiative (CCAI)
 - D. International Film Festival
 - E. Carson City Visitors Bureau (CCVB)
 - F. Nevada Arts Council (NAC)
- 2) The Commission reported on and actively supported a number of arts and culture events including:
 - A. Greenhouse Project
 - B. Stewart Indian School's Cultural Center
 - C. CCAI's Art Exhibition Venue in the Community Center's Sierra Room

The Cultural Commission anticipates the following initiatives for its 2016/17 work plan and is seeking Board of Supervisors approval on the below tasks prior to moving forward with these projects.

- 1) Transition from Parks and Recreation Department staff support to the Carson City Visitors Bureau's Arts and Culture Coordinator.

- 2) Begin to work with the Arts and Culture Coordinator to implement the public art initiatives and programs in the adopted Arts and Culture Master Plan and award grants for a public art program.
- 3) Assist Ms. Kendall Hardin to develop best practices, policies, and procedures to implement the initiatives and programs in the adopted Arts and Culture Master Plan and provide assistance for City staff to revise the Carson City Municipal Code (CCMC) Chapter 2.41 – Carson City Cultural Commission Ordinance (Public Art Ordinance), including the Commission’s bylaws.
- 4) Continue to provide grant award recommendations to the Redevelopment Authority on arts and culture special event funding requests.
- 5) Finalize a grant application with Community Development to objectively evaluate arts and cultural special events funding requests.
- 6) Continue to support efforts to preserve the Historic Nevada State Prison as a historic place and a museum.
- 7) Continue to support the State of Nevada’s efforts to create the Stewart Indian School’s Cultural Center.
- 8) Continue to provide a public forum for discussions and partnership building with various organizations on community art and culture issues, projects, and/or upcoming art and culture events.

In addition to the above information, CCMC 2.41.060 (7) requires that Commission members’ attendance records be included as part of the annual report to the Board of Supervisors.

2015 Cultural Commission Member Attendance				
Member	March 17th	May 6th (Spec. Mtg.)	June 16th	July 1st (Spec. Sub. Comm. Mtg.)
Karen Abowd	X	X	X	N/A
Peter Barton	X	X	X	N/A
Elinor Bugli	X	X	X	N/A
Danielle Cook *	X	X	X	Absent
Barbara D’Anneo *	X	X	X	X
Jesse Dhami	Absent	Absent	N/A	N/A
Stan Jones	N/A	N/A	X	N/A
Terri McBride *	X	X	X	X
Robert Stansbury	X	X	N/A	N/A

1. Jesse Dhami was replaced by Stan Jones
2. Robert Stansbury was replaced by Barbara D’Anneo

Member	July 15th (Spec. Sub. Comm. Mtg.)	July 29th (Spec. Sub. Comm. Mtg.)	August 12th (Spec. Sub. Comm. Mtg.)	September 24th (Spec. Workshop)
Karen Abowd	N/A	N/A	N/A	X
Peter Barton	N/A	N/A	N/A	X
Elinor Bugli	N/A	N/A	N/A	X
Danielle Cook *	X	X	X	X
Barbara D'Anneo *	X	X	X	X
Stan Jones	N/A	N/A	N/A	X
Terri McBride *	X	X	X	X

Member	October 26th (Spec. Mtg.)	November 23rd (Spec. Mtg.)	March 15, 2016
Karen Abowd	X	X	X
Peter Barton **	Absent	Absent	N/A
Elinor Bugli	X	X	X
Danielle Cook *	Absent	Absent	X
Barbara D'Anneo *	X	X	Absent
Stan Jones	X	X	X
Terri McBride *	X	X	X

* The Cultural Commission's Subcommittee members were as follows:

- 1.) Terri McBride, Chairperson
- 2.) Danielle Cook
- 3.) Barbara D'Anneo

** Peter Barton has chosen not to be reappointed to the Commission by the Nevada Department of Tourism and Cultural Affairs.

ATTENDANCE POLICY

All board, commission, and committee members shall attend at least seventy-five percent (75%) of all meetings in the preceding twelve (12) month period. No differentiation is made between excused or unexcused absences of members. (Excerpt from the Board of Supervisors' Policies and Procedures manual for Boards, Committees, and Commissions (Amended February 4, 2016).